

**BY ORDER OF THE COMMANDER  
374TH AIRLIFT WING**

**374TH AIRLIFT WING INSTRUCTION  
32-7002**



**29 MARCH 2012**

**Civil Engineering**

**WATER POLLUTION  
CONTROL FACILITIES**

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This instruction implements AFD 32-70, *Environmental Quality*, and assigns responsibilities for the use, operation, and maintenance of oil and water separators at Yokota Air Base (AB) to prevent hazardous waste, fuels, and oils from flowing into the storm drainage and sanitary sewage systems. It applies to all 374th Airlift Wing (374 AW) units, tenant units, support organizations, and off-base sites. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and dispose of IAW the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through their appropriate functional chain of command.

**SUMMARY OF CHANGES**

This document has been substantially revised and must be completely reviewed. Major changes include: The 374 AW Committee name has been changed, and deleted 374 AW Environmental Protection Working Group (paragraph 1.2.).

**1. Responsibilities Assigned:**

1.1. Organizations generating hazardous waste materials, oils, and fuel will not drain hazardous materials or wastes into the drainage systems. Always recover, containerize, and dispose of these wastes through the Defense Reutilization and Marketing Office (DRMO) by

coordinating with 374th Logistics Readiness Squadron Hazardous Material Pharmacy (374 LRS/LGRMH). Hazardous waste disposal will be coordinated with 374th Civil Engineer Squadron Environmental Flight (374 CES/CEAN). Organizations will recover and recycle used fuels and oils through 374 CES/CEAN as energy recovery materials. Coordinate with 374 CES/CEAN for disposal of waste oil if they are contaminated or mixed with other waste. No fuel will be allowed to flow into the drainage systems connected to an oil and water separator unless it is a result of an accidental spill.

1.2. Yokota Environmental Safety Council and 374 CES Operations Utilities Section (374 CES/CEOIW), will control and monitor operation and maintenance of water pollution control facilities. If a spill of hazardous material occurs that is beyond the user's capabilities, immediately contact 374 CES Fire Protection Flight (374 CES/CEF) at DSN 225-7125.

1.3. 374 CES/CEAN and 374 CES Maintenance Engineering (374 CES/CEOE) will provide engineering and contract management support for all water pollution control facilities.

1.4. 374 CES/CEOE will administer and monitor the oil and water separator cleaning contracts in close coordination with the 374th Contracting Squadron (374 CONS). Personnel responsible for monitoring (quality assurance personnel [QAP]) must be knowledgeable and qualified.

1.5. 374 CES/CEAN will provide sanitary engineering and environmental protection support for this program.

1.6. 374 CES Operations Flight (374 CES/CEO), through 374 CES/CEOIW, will be responsible for the operation and maintenance of oil and water separators.

1.7. 374 CES/CEOIW will conduct monthly, semi-annual, and annual inspections depending on usage of the oil and water separators to establish work requirements. Personnel assigned to these duties must be thoroughly knowledgeable of the various types of oil and water separators. Such duties include, but are not limited to the following:

1.7.1. Checking the effluent chamber to ensure no oils, fuels, or greases are being passed into the effluent. Report discrepancies to 374 CES/CEAN.

1.7.2. Observing the accumulation of sludge in all of the chambers.

1.7.3. Checking the oil collection chamber or separate storage tanks to see if oil removal is needed. Notify 374 CES/CEOE if pumping is required.

1.7.4. Checking all valves and piping for breaks, leaks, or obstructions. Notify 374 CES/CEAN and open work order to perform repairs.

1.7.5. Checking whether the water level is normal (bottom of the outlet pipe). Open work order to perform repairs if needed.

1.8. 374th Aerospace Medicine Squadron Bioenvironmental Engineering Flight (374 AMDS/SGPB) will:

1.8.1. Identify environmental health threats and potential adverse health effects on personnel.

1.8.2. Collect environmental data which includes environmental sampling when 374 AMDS/SGPB determines the data is needed to characterize an environmental health threat.

1.8.3. Conduct health risk assessments based on characterization of a health threat and inform commanders about health risk minimization options.

1.9. The contractor will:

1.9.1. Pump and/or clean oil and water separators and remove the accumulation of all sludge as identified by 374 CES/CEOIW and scheduled by quality assurance personnel in accordance with the statement of work contained in the service contract.

1.9.2. Report to the QAP any pans that need replacement or equipment that needs repairs found during normal servicing.

PAUL E. FEATHER, Colonel, USAF  
Commander, 374th Airlift Wing

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 32-70, *Environmental Quality*, 20 July 1994

AFMAN 33-363, *Management of Records*, 1 March 2008

***Adopted Form***

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

***Abbreviations and Acronyms***

**AB**—Air Base

**IAW**—In Accordance With

**QAP**—Quality Assurance Personnel

**DRMO**—Defense Reutilization and Marketing Office

**AFRIMS**—Air Force Records Information Management System

**RDS**—Records Disposition Schedule

**OPR**—Office of Primary Responsibility